

Memorandum

To: Food Premises Owners/Operators
From: CK Public Health
Date: July 31, 2020
Re: Updated Stage 3 Requirements for Food Premises

The following update offers specific guidance to operators of restaurants, bars, and event venues who offer dine-in tableside service.

All patrons must have an assigned seat and must remain seated while in the establishment. Patrons are permitted to leave their seat only to access washroom facilities, pay, or leave the establishment. **Ordering of food and beverages must be completed tableside. Patrons are NOT permitted to walk up to the bar to order additional food and/or beverages.** This measure is in place to prevent unnecessary movement around the establishment and to keep staff and patrons safe.

Fast food and take-out establishments are not required to offer tableside service, but we do wish to remind everyone to continue practising physical distancing in all settings.

The information below was sent to you previously. Please continue to implement and adhere to all requirements.

As of July 17, 2020, all restaurants, bars, concession stands, and other food and drink establishments may open for indoor dining.

Establishments are required to implement the following measures to prevent the spread of COVID-19:

- All patrons must be seated when eating or drinking at the establishment.
- Establishments must take appropriate measures to ensure physical distancing of at least 2 metres/6 feet between patrons from different tables.
- Booths must be separated by plexiglass, impermeable barrier, or backrest that extends a minimum of 5 feet from the floor of the booth. Alternatively, booth benches may be staggered to allow adequate physical distancing.
- Customers in booths should be encouraged to sit at least 1 foot inside the booth.
- Seating must be cleaned & disinfected between uses.
- Buffet-style service is not yet permitted in Stage 3. Remove buffets, self-serve locations, and self-serve drink dispensing machines.
- Reconfigure break rooms/areas and eating areas for staff to physically distance.

- Singing or music may be performed by a person or group at the restaurant or bar with restrictions, including plexiglass or other impermeable barriers between the performers and patrons and physical distancing. Dancing may only be performed by someone working at the establishment with restrictions.
- Adjust internal practices appropriately:
 - Menus – acceptable practices include:
 - single-use paper
 - customer mobile device
 - menu-boards
 - chalkboards
 - laminated menus cleaned and disinfected between uses
 - Tables
 - do not pre-set
 - roll or package utensils
 - replace multi-use condiments with single-serve packages
 - sanitize between uses
 - consider disposable napkins
 - Staffing – consider:
 - staggering shifts
 - staggering breaks
 - updating absence policies and establishing new protocols for back-filling absences

Maintain logs for customer and staff contact information:

- Operators of dine-in food service establishments are encouraged to keep logs of the date, name, and contact information from one person in each party.
- Public health will use this information for contact tracing purposes in case of a COVID-19 outbreak.

To keep your staff and patrons safe, continue to implement the following measures:

- Maintain 2 metres/6 feet separation between both staff and patrons. If not possible, staff must wear face masks or coverings.
- Increase [cleaning and disinfection](#) of high-touch surfaces (menus, handles, doorknobs, tables, chairs, counters, touch screen surfaces and keypads).
- Take reservations to ensure adequate physical distancing of patrons.
- Ensure patrons not from the same household/social circle are seated at least 2 metres/6 feet apart.
- Ensure tables are appropriately spaced for movement of wait staff and patrons.
- Ensure washrooms are available and increase frequency of [cleaning and disinfection](#) to prevent COVID-19 transmission.

Screen staff for signs and symptoms of COVID-19:

- Ensure active screening of each employee occurs before each shift.
- Do not allow staff members who are sick to come to work.
- If staff are sick they should go home and stay at home.
- They should be advised to complete the [COVID-19 self-assessment tool](#) and contact their primary health care provider or CK Public Health to seek advice on getting tested.
- Post a COVID-19 screening sign on entry for [passive screening](#) of patrons.

- Post signs throughout the establishment to encourage [physical distancing](#).

If you are planning to expand an existing patio or create a new patio, please contact the Chief Building Official at the Municipality of Chatham-Kent at 519.360.1998.

If you have any further questions, please contact CK Public Health COVID-19 intake line at 519.355.1071 x 1900.

Available Resources:

Poster for workplaces:

[Workplace Poster](#)

Passive screening poster:

[COVID-19 Screening for public places](#)

Physical distancing poster:

[Physical Distancing](#)

Cleaning and Disinfecting resource:

[Cleaning and Disinfection](#)